

**MINUTES OF THE ANNUAL MEETING OF ETCHILHAMPTON PARISH COUNCIL
HELD ON TUESDAY 17 MAY 2016 at 8.15pm in the VILLAGE HALL**

Present: Mrs Bridewell, Mr Holgate, Mr Nash, Mr Smith and Mr Woods (Chairman).

Apologies:

In attendance:

AGENDA

1 Appointment of Chairman and other Honorary Office Holders

Mr Woods was appointed Chairman and Mr Nash Treasurer and Responsible Officer (unpaid). Mr Woods was appointed unpaid Clerk. All proposed by Mr Smith and seconded by Mrs Bridewell and approved unanimously.

2 Declarations of Acceptance of Office

Mr Nash and Mr Woods declared their acceptance of office and the Code of Conduct.

3 Appointments to outside bodies-DCAP, Devizes Area Board etc

Mr Woods was mandated to the Devizes Area Board, Devizes Community Area Partnership, CATG and other bodies/events as occasion arose.

4 Register of Interests – to confirm up to date or notify Wiltshire

Councillors confirmed that their registered interests were up to date and would notify Wiltshire and the Clerk of any alterations.

5 Declarations of Interests and Dispensations' Requests

Mr Nash declared an interest in Item 9 – bill for emergency work on The Mixon bus shelter.

Mr Woods's dispensations for planning applications 16/02344 and 16/02349 were continued.

6 Minutes of the last meeting

The Minutes of the previous meeting were approved and signed.

7 Matters Arising

- The safety repairs to The Mixon bus shelter had been completed as an emergency item. A letter of thanks from Mrs Robertson was tabled. Other passengers had asked Mr Woods to pass on their thanks and praise for the work done.
- Play equipment – The Village Hall Social Committee had organised an enjoyable small get-together to express thanks to Bishops Cannings

Parish Council for paying for the equipment, donated to the Council, and to Mr Eric Clark for his support.

- The question of a circular bench seat round the adjacent oak tree was still under consideration.
- HM Queen Elizabeth II's 90th Birthday – Following the Council's agreement to purchase commemorative medals, Mr Woods had circulated a flyer to parishioners to request free and paid for medals.

8 **Questions/Points from the Public**

None.

9 **Treasurer's Report**

Mr Nash reported:

- Accounts 2015-6. The annual accounts had kindly been approved by the internal auditor, Mr Peter Hanson. The Council approved the accounts and completed all the forms to send to the external auditors Grant Thornton.
- Balances: Lloyds Bank - £1,643.54
 Nationwide - £1,826.11
- Precept: £1,401.05 had been received on 1 April
- Payments authorised/ratified:
 - Bus shelter emergency safety repairs. Mr Nash declared a family interest and withdrew for this item: £1,680.00 payment to Gaigers approved
 - Zurich Insurance premium: £426.96
 - WALC subscription: £57.50
 - Wiltshire Council, green bin collection: £42.00
 - St Andrew's Churchyard maintenance: £250.00
- Commemorative Medals: noted that these would cost approximately £2.14 each.

10 **Correspondence and Consultations (see Annex) – to agree action**

- Bobby Van Newsletter – nfa
- CPRE AGM, 7 June – nfa
- Letter from Claire Perry MP to Mr and Mrs Mutch - nfa

11 **Reports of Meetings**

Highways – Mr Woods had attended a Wiltshire meeting in Devizes to learn about the new Highways arrangements. The key elements were that Ringway were replacing Balfour Beatty. They would cover most work though Tarmac would deal with the trunk roads. The popular Parish Steward scheme was being re-introduced but would not be fully operational until Ringway had trained up a full complement of staff. In view of continuing tight budgets not

all work requested on the web-system replacing Clarence could be done, so staff would be prioritising action.

Area Board (16 May) –Mr Woods had attended. Councillor Whitehead had been appointed Vice-Chairman of the Area Board. Mr Woods had been invited to join CATG. Mr Whitehead had told Mr Woods that he had not yet heard the outcome of the Atkins survey of the All Cannings road and that the two planning applications by Manor Farm All Cannings had been withdrawn for amendment and were likely to be promulgated again by Wiltshire.

12 **Planning Applications**

- 16/03073/LBC – Etchilhampton House internal works was noted – nfa.
- 16/02344 & 16/02349 – Mr Woods had submitted the Council’s comments and would take further action as needed.

13 **Annual Parish Meeting**

It was agreed to hold the APM on Tuesday 31 May 2016 at 7pm in the Village Hall. Mr Woods was authorised to invite the usual external speakers, Councillor Whitehead, Wiltshire Police and Wilts & Dorset Fire and Rescue Service.

14 **Other Business**

Reports were received about:

- A displaced concrete slab near the gulley at the junction of Manor Orchard and Etchilhampton House
- Road potholes and verge erosion at The Mixon/Etchilhampton House corner
- A blocked gulley near the telephone kiosk
- Road delamination outside Moss Cottage
- The grass verges at the Lion Monument A342 junction had been cut following a request by Mr Woods.

There being no other business the meeting closed.

ANNEX

- 1 Planning Application 16/03072/LBC – Etchilhampton House: erection of internal walls to form separate family bathroom plus dressing room to master bedroom adjacent to existing en-suite.